



TEXAS DEPARTMENT OF HEALTH
AUSTIN TEXAS
INTER-OFFICE

TO: Herman Horn, Chief, Bureau of Regional & Local Health Operations
Regional Directors
Directors, Local Health Departments
Directors, Independent WIC Local Agencies

FROM: Gerald D. Cannaday, Jr.
Chief, Bureau of Nutrition Services

DATE: January 26, 2001

SUBJECT: QA Monitoring of Rider 18 Requirements

As you are aware through previous memorandums, contractors with the Texas Department of Health (TDH) are required to implement requirements promulgated in Rider 18 of the General Appropriations Act for fiscal years 2000-2001 related to the screening and reporting of child abuse.

The Quality Assurance (QA) Monitoring Division has been charged with the task of reviewing contractors to ensure compliance with Chapter 261 of the Texas Family Code. The QA Monitoring Division has incorporated language into the QA Core Tool to enable QA staff to review your local agency's process for ensuring compliance as well as your staff training efforts. Specifically, QA staff will:

- Review all contractor/provider records at reviewed sites for services provided to unmarried minors under age 14 who are pregnant or have a confirmed diagnosis of a sexually transmitted disease acquired other than through perinatal transmission.
- Determine if child abuse was reported. This will be handled through an examination of records for documentation in the form of a completed Checklist for every client who is unmarried, under the age of 14, or with a confirmed STD acquired other than through perinatal transmission.
- Verify that a local agency policy has been developed on how to implement Rider 18 that includes a description of how the Checklist will be used and filed.
- Verify that the contractor has developed training for all staff on policies and procedures for reporting child abuse.
- Continue the routine, random review of records for all clients. In addition to the under 14 issue, QA staff will cite contractors that fail to report other reportable abuse specified in the law.

Check the TDH website at <http://www.tdh.state.tx.us/Rider18.htm> under the QA Monitoring Division Policy and Procedures for Grant Services Contractors for a complete guide to monitoring, and for Frequently Asked Questions (FAQs) that were updated as of January 1, 2001.